

DIVERSITY COUNCIL MINUTES: JUNE 11, 2009

The regular monthly meeting of the Diversity Council was held on Thursday, June 11, 2009, in the Knudsen Training Room, located on the first floor of the Jessie Parker Building in Des Moines, Iowa. The meeting was called to order by Chair Preston Daniels at 2:40 p.m.

MEMBERS PRESENT

Nancy Berggren, Department of Administrative Services – Human Resources Enterprise (DAS-HRE)
Preston Daniels, Department of Human Rights, Chair
Renee Hardman, Bankers Trust, Co-Chair
Robin Jenkins, DAS-HRE
Ralph Rosenberg, Iowa Civil Rights Commission
Miriam Tyson, Iowa Department of Economic Development (IDED)
Dinh VanLo, Tai Village, Inc.
Ray Walton, Department of Administrative Services (DAS)
Stephen Wooderson, Iowa Vocational Rehabilitation Services (IVRS)

MEMBERS ABSENT

Shirley Hicks, Iowa School for the Deaf, Retired
Reginald Jackson, Wells Fargo Bank, N.A.
Jim Larew, Governor's Office (IGOV)
Miguel Moreno, Department of Transportation
Alba Perez, Greater Des Moines Partnership
Jonathan Thorup, Department of Public Safety

OTHER ATTENDEES

Judy Akre, DAS-HRE
Susan Churchill, DAS-HRE, responsible for taking meeting minutes
Katie Ervin Carlson, Concerned Citizen
Renaldo Ellis, Concerned Citizen
Jesus Estrada, DAS-HRE
Nicholas Janning, IGOV
Minnie Mallard, Department of Elder Affairs
Barb McClannahan, IVRS
Bill West, DAS-HRE
Others may have been present who did not sign in.

AGENDA ITEMS

- I. Opening Remarks – Preston Daniels.
- II. Review and Approval of Meeting Minutes of May 14, 2009.
 - A. No corrections or additions.
 - B. Minutes approved.

III. New Business – Preston Daniels

- A. Preston Daniels provided an update on the retreat/strategic planning session.
 - 1. The Department of Management does not have a person to facilitate the retreat in the timely manner.
 - 2. Two staff members at the Department of Human Rights (DHR) will facilitate the retreat:
 - a. Phyllis Blood, Iowa Division of Criminal & Juvenile Justice Planning in DHR.
 - b. Kathryn Baumann-Reese, Deaf Services Commission of Iowa in DHR.
 - 3. DAS will work with Council Members to schedule a date in August and verify whether or not the retreat will need to be open to the public.
- B. Preston Daniels cancelled the July meeting and stated that he would like to have the Public Forum in September.

IV. Subcommittee Reports

- A. Diversity Training for Entire State Workforce – Nancy Berggren spoke on behalf of the Subcommittee.
 - 1. At the end of May 2009, 8,601 employees had attended Diversity Training.
 - 2. Preston Daniels and Renee Hardman asked that additional data be added to the spreadsheet provided by DAS:
 - a. Add a column to show how many employees are in each department.
 - b. Add elected officials.
 - c. Add each department and if no one in a certain department has attended Diversity Training yet, put a zero in the column for number of attendees.
 - 3. DAS is in the process of hiring two new trainers.
 - a. The job posting closed on June 8, 2009.
 - b. Fifty people applied.
 - c. Nancy Berggren stated that any Council Members interested in helping with the selection process should see her.
- B. Diversity Plans – Nancy Berggren spoke on behalf of the Subcommittee.
 - 1. The Subcommittee met on two occasions with a group of diversity-minded individuals from the community and members of the Department of Administrative Services (DAS).
 - a. The group met once to discuss the project and to distribute completed FY 2009 Diversity Plans for review.
 - b. The group met again to provide feedback on the FY 2009 plans and to give suggestions for the FY 2010 plans.
 - 2. Based on the feedback received, DAS modified the FY 2010 Diversity Plan by combining it with the Affirmative Action Plan and the Workforce Plan, creating one human resource planning process; the document was then sent to departments with a due date of July 31, 2009.
 - 3. Renee Hardman suggested that some of the topics that the group discussed could be added to the agenda of the retreat/strategic planning session.
- C. Referral System – Robin Jenkins spoke on behalf of the Subcommittee.
 - 1. The Attorney General's Office confirmed that the Council cannot have a referral system for diversity applicants only; it must be available for all applicants.

- 2. Robin Jenkins stated that DAS will manage the Referral System to “build a pipeline of talent.”
 - 3. Details about the Referral System will be sent to Department Directors soon.
 - D. Best Practices – nothing to report at this time.
 - E. Persons with Disabilities – Stephen Wooderson stated that the Subcommittee will:
 - 1. Meet before the August retreat/strategic planning session.
 - 2. Work on the survey in which state employees may voluntarily self-identify as disabled.
 - F. Report to the Governor
 - 1. The Council agreed on a few minor changes to the text of the report.
 - 2. In the cover memo for the report, Preston Daniels will request a meeting between the Governor, the Chair, and the Co-Chair to discuss the Council’s recommendations.
 - G. Public Forum – Preston Daniels stated that he would like to have the Public Forum in September 2009.
- V. Diversity and State Services – Ralph Rosenberg decided not to discuss the topic at this time.
- VI. Public Comment – Renaldo Ellis inquired about the confidentiality of complaints submitted to the Iowa Civil Rights Commission (ICRC).
- A. Ralph Rosenberg stated that ICRC has a strict confidentiality policy in which employees cannot discuss cases with the media or person other than the parties involved.
 - B. Preston Daniels added that several employees within ICRC might touch certain cases, but the employees would not release information to the public.

NEXT MEETINGS

- I. July 9, 2009 – Meeting cancelled.
- II. August – Council will have an eight-hour retreat/strategic planning meeting on a date to be determined in lieu of a regular meeting.
- III. September – A Public Forum will tentatively be held in September on a date to be determined.

ADJOURNMENT

Meeting adjourned at 3:55 p.m. The next regular meeting will tentatively be held on October 8, 2009, from 2:30 p.m. – 4:30 p.m. in the Knudsen Training Room, located on the first floor of the Jessie Parker Building, 510 East 12th Street, Des Moines, IA. (Please see above for the Council’s schedule in July, August, and September.)